



South Carolina Department of Health
and Environmental Control

Division of Procurement Services

Request for Proposal
Amendment - 1

Solicitation No.: RFP-37491-1/19/10-EMW

Date Issued: 1/13/10

Procurement Officer: E. Madison Winslow

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Page No.: 1 of 6

DESCRIPTION: Contract to provide collection and analysis of ambient water samples for trace concentrations of mercury and methyl-mercury from sample stations throughout the State of South Carolina

USING GOVERNMENTAL UNIT: South Carolina Department of Health and Environmental Control

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:

SC DHEC – Division of Procurement Services
Bureau of Business Management
2600 Bull Street
Columbia, S.C. 29201

PHYSICAL ADDRESS:

SC DHEC – Division of Procurement Services
Bureau of Business Management
2600 Bull Street, Room 1200 – Aycock Bldg.
Columbia, S.C. 29201

SUBMIT OFFER BY: January 19, 2010/2:30 pm ET

(See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY:

(See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: One (1) original and six (6) copies

CONFERENCE TYPE: N/A

DATE & TIME:

LOCATION: N/A

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

AWARD &
AMENDMENTS

Award will be posted on **January 29, 2010**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <http://www.scdhec.net/procurement>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

TAXPAYER IDENTIFICATION NO.

(See "Taxpayer Identification Number" provision)

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

PRINTED NAME

(printed name of person signing above)

DATE SIGNED

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

☐ Sole Proprietorship

☐ Partnership

☐ Other

☐ Corporate entity (not tax-exempt)

☐ Corporation (tax-exempt)

☐ Government entity (federal, state, or local)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	<div style="border-bottom: 1px solid black; margin-bottom: 5px;">Area Code - Number Extension Facsimile</div> <div style="border-bottom: 1px solid black; margin-bottom: 5px;">E-mail Address</div>

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> Office Address same as Home Office Address <input type="checkbox"/> Office Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES – A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. ***ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.*** [11-35-1524(E)(4)&(6)]

PREFERENCES – ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)7(ii) or the Resident Contractor Preference (11-35-1524(C)(1)(iii). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

☐ In-State Office Address same as Home Office Address
 ☐ In-state Office Address same as Notice Address **(check only one)**

AMENDMENTS TO SOLICITATION (DHEC – FEB 2007)

- (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://www.scdhec.gov/procurement/>
- (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.
- (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

Amendment Number One

The solicitation is amended as follows:

THE DEADLINE FOR SUBMITTING OFFERS (BIDS) FOR THE IFB HAS BEEN CHANGED FROM 2:30 PM ET ON JANUARY 19, 2010 TO 2:30 PM ET ON JANUARY 21, 2010.

Change in specifications

The following clauses are deleted from Section II. INSTRUCTIONS TO OFFERORS – B. SPECIAL INSTRUCTIONS:

- PREFERENCES - RESIDENT CONTRACTOR PREFERENCE (SEP 2009)
- PREFERENCES - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)
- PREFERENCES - RESIDENT VENDOR PREFERENCE (SEP 2009)

The following clause is deleted from Section VII. TERMS AND CONDITIONS – B. SPECIAL

- SUBCONTRACTOR SUBSTITUTION PROHIBITED - RESIDENT SUBCONTRACTOR PREFERENCE (SEP 2009)

Questions and Answers

1. Are the proposed 25 stations (p. 30) where samples will be collected from firmly established specific locations (e.g. boat dock at 33.59639, -80.543261) or more general geographic areas (e.g. southwest Ninety Nine Reservoir)?

They are specific locations. Coordinates will be provided prior to sampling.

2. Are the proposed 25 stations where samples will be collected locations where ambient water/sediment samples are currently (or recently) being collected?

There will be some ambient water quality stations and a few sediment stations coinciding with, or in close proximity to, the study stations. However, there is little sediment data and no measured water column mercury.

3. Are the proposed 25 stations where samples will be collected accessible without third-party permissions?

Yes.

4. Are the proposed 25 stations where samples will be collected accessible by foot or will watercraft be required?

Watercraft will be required. All stations are readily accessible by boat from public boat ramps.

5. What is the range of depth at which the water samples must be collected?

Water samples will be collected subsurface at a depth of 0.3 meters (one foot).

6. Must the sediment samples be collected directly below the water column where the water samples are collected or can they be collected near shore where they can be accessible by wading?

Sediment samples may, or may not, be collected directly below the water sample site; however, It will be necessary to collect sediment samples from a boat. Stream banks are typically overgrown and not accessible by wading.

7. Within what, if any, time restriction must all samples be collected per "season"?

Samples should be collected approximately three months apart at each station, to capture maximum temperature differences.

8. Will dissolved fractions or filtration be required of any of the samples?

Dissolved fractions will be analyzed; therefore, sample filtration will be required.

9. Are equipment blanks to be collected and analyzed for both mercury and methylmercury in water?

Equipment blanks are a requirement of method 1669, independent of the laboratory methods to be used for sample analyses. Analytical methods will have separate QA/QC requirements.

10. Are any field quality control samples required during the sampling of sediments, and if so at what frequency?

The RFP specifies that one field blank and one duplicate be collected at each station. This requirement applies equally to sediment samples. If collecting a sediment field blank proves to be unreasonably problematic, the Department will consider eliminating this requirement and accept the water field blank as inclusive of sediment.

11. Are the sediment results to be reported on a dry weight basis?

Yes.

12. We perform proficiency testing through ERA, which is listed among your approved PT providers, and not through EPA, which is required in the RFP but not a listed provider. Will ERA reports satisfy your request proficiency testing study results?

Yes. ERA is an EPA approved provider.

13. What level of deliverables is required by the lab? Please define "interim report" and "final report?"

Results are to be transmitted in tabular form after each sampling event, with accompanying field and laboratory blank data, and chain-of-custody documents. For this study, the final report should contain the entire data set and traditional summary statistics for each parameter and station.

14. What is meant by "documentation of 1669 sample collection?" Does this mean acceptable levels for field and equipment blanks?

Yes, negative field and equipment blanks are necessary to ensure valid sample collection. Additionally, the chain-of-custody form must provide verification that method 1669 was used to collect the samples.

15. We will acquire the samples ourselves but will use a lab for conducting the results. Is the lab to be considered a subcontractor?

Yes, the analytical lab would be a subcontractor.

16. Do you have a list of labs that are approved by SC DHEC that we could contact for our testing?

Yes, the Laboratory Certification Division can provide a list of labs certified in SC for individual parameters. Be advised that there is no lab in SC certified for methyl mercury analysis.

17. Additional information is requested for clarification regarding certification for primary contractor and subcontractor. For example: the primary contractor is located in South Carolina and would collect the samples. The samples would be shipped overnight to an out of state sub-contracting laboratory for analysis (the subcontractor has current NELAC certification). What certification is needed for the primary contractor and the subcontractor?

The sampling lab will require certification for method 1669 and the analytical lab will require certification/approval for methods 1630, 1631E and 1638.

18. With regard to certification of the laboratory for sampling method 1669, what is involved? Most certification/accreditation bodies do not offer certification for sampling method 1669 (page 17 section a). What is required for accreditation for 1669 through SCDHEC for the primary contractor and the sub-contractor?

www.scdhec.net/environment/envserv/docs/1669chkdst.pdf is a checklist of the documents needed for certification. Analysis of blanks and final certification do not need to occur prior to submitting a bid.

19. Is certification required for the submission of the bid (January 19, 2010) or at the time of the first sample collection?

Certification is not required prior to submitting a bid, but will be required prior to sampling. If certification is to be obtained at a later date, documentation of expertise, equipment, SOPs, etc., submitted with the bid, will be used to determine the likelihood of successfully obtaining the necessary certifications.

20. What are the site locations for collection of mercury/methyl mercury (21 sites) and the site locations for the collection of copper and zinc (4 additional sites)? Can you provide a description and lat/long coordinates?

Mercury sites are approximately located on the PDF map attached to the RFP. Site coordinates will be provided prior to sampling. Copper and zinc sites have not yet been selected, but will be located in close proximity to mercury stations, as much as possible, to facilitate sampling.

21. Is a boat required for collection of the samples?

Watercraft will be required. All stations are readily accessible by boat from public boat ramps.

22. For the collection of sediment, what are the water depths?

Water depths for the collection of sediment samples may vary from 0.3 – 10 meters, or more, on a statewide basis. If the streambed at mid-channel is hard substrate, sediment samples may need to be collected closer to the stream bank. The Department may adopt a “percent stream width from bank,” sediment sampling strategy as an alternative to mid-channel sediment sampling to minimize sampling at excessive depths and “dry” dredge drops.

23. Clarification is requested for the number of field blanks and field duplicates. Are field blanks and duplicate samples required for Water (total Hg and methyl Hg), Sediment (total Hg and methyl Hg), and water (copper and zinc) at each sampling station during one of the four sampling events? This will help to determine the total number of analysis and cost. Do you require just 21 field blanks and sample reps for water Hg and 21 field blanks and sample reps for water methyl Hg or do you require 21 field blank sample reps for Water Hg, 21 field blank sample reps for water methyl Hg, 21 field blank sample reps for sediment Hg, 21 field blank sample reps for sediment methyl Hg, 4 field blank sample reps for water copper, and 4 field blank sample reps for water zinc?

Field blank and duplicate water samples will need to be analyzed for mercury and methyl-mercury (21 sites) and copper and zinc (4 sites). Field blanks will not be required for sediment samples. Duplicate sediment samples will need to be analyzed for mercury and methyl-mercury (21 sites).

24. If you require sediment replicates, do you want the replicate to be another sub sample of the grab sample or an entirely new grab sample?

Replicate samples are not required; only duplicate samples, one at each station, are required.

25. Are all of the field blanks and duplicate samples to be collected during one sampling trip or can they be spread out over the course of the year? For example 5 sites blanks and reps for trip 1, 5 blanks and reps for trip 2, 5 blanks and reps for trip 3, and 6 blanks and reps for trip 4. That would provide a blank and rep for each site over the course of the year. Or do you require all 21 blanks and reps on one trip?

The collection of field blanks and duplicate samples may be split between the four sampling events, such that only 5 or 6 blanks and reps are collected on any given sampling event.

26. Do you require the water samples for mercury, methyl mercury, copper, zinc to be unfiltered, filtered, or both? This affects the number of samples collected and the pricing. If you require filtration of the samples, what is the cut-off level in terms of 0.45 micron, 0.2 micron, or 0.1 micron?

Water samples must be filtered through a 0.45 micron capsule filter.

27. If the samples are unfiltered, do you want the grab sample technique used that is described in method 1669?

Sediment samples will not be filtered and must be collected using a ponar dredge, or similar apparatus.

28. If the samples are filtered, do you want the usage of the peristaltic pump set up that is described in method 1669?

Method 1669 is a performance-based method. The peristaltic pump as described in method 1669 is not required, however, any method used must be verified with equipment and field blanks.

29. Do you require a separate individual chain of custody form for each sample collected or can each custody form contain a list of samples. Page 14 c.1., states "provide a chain of custody form for each sample". How should this be interpreted? For example, if you literally want a separate form for each sample then 21 samples would have 21 separate forms. Most custody forms that I have used have line spaces for 1-12 samples, so if you collected 21 samples you would only need 2 forms to document the sample collection.

A single chain-of-custody form can be used to document samples collected by a single sampling team on a single sampling run. Multiple sampling runs should not be combined on a single chain-of-custody form.

30. Page 15 letter F. Reporting Requirements states results should be in written and electronic format (excel 9.0). Is there a specific database format that is required?

No specific data base format is required.

31. You have only requested mercury, methyl mercury, copper, and zinc analysis. Do you want any of the traditional ancillary parameters like TSS, dissolved oxygen, conductivity, TOC, pH? These types of measurements are generally collected when sampling for trace metals.

Additional parameters will not be required.